



**Quizzes:** Quizzes will be given daily (except on the day of an exam or the following day) to assess classroom performance. They will begin at the start of class and last about 15 minutes. Questions will come directly from the homework assignments. Quizzes cannot be made up, retaken, or dropped, except at the discretion of the instructor.

**Exams:** There will be at least three though I'm planning on four) midterm exams given during this course. Questions will be similar to assigned homework problems or quiz questions. All exams are cumulative. During exams cell phones, iPods (or other mp3 players), laptops, and other such objects should be turned *off* and put away. There is no tolerance for violations. *Makeup exams are not given*

**Final Exam:** The final exam is comprehensive, and a required part of the course. Failure to attend the final exam results in an automatic F. As the final exam is comprehensive, your final exam grade also serves as the lowest possible grade for the course. The Final Exam will take place Thursday, December 14, 8 am - 10 am.

**Extra Credit:** Extra credit is offered to students who have shown adequate participation in the course. See document *Extra Credit Assignments* for details.

**Civility in the classroom:** Students are expected to assist in maintaining a classroom environment that is conducive to learning. Given that students will be asked to present material as a part of the course, and contribute openly in class, troublesome behavior will not be tolerated. At a minimum, this includes use of cell phones, making offensive remarks, reading newspapers, arriving late, leaving early or engaging in any other form of distraction. Infractions will be dealt with proportionally to the offense, and may include dismissal from that class period (which will count as an absence on your attendance record). Tobacco products are not permitted in the classroom.

**Honesty:** "Scholastic dishonesty" includes but is not limited to cheating, plagiarism, collusion, falsifying academic records, misrepresenting facts, and any act designed to give unfair academic advantage to the student. Incidents of academic dishonesty will be promptly reported and dealt with.

**Student Resources:** Students have access to tutoring in M116 on the Levelland campus, or Building 2 (rooms 206 and 208) on the Reese campus. MyMathLab also has many videos and instructional resources, and you can create sample tests and quizzes in the "Study Plan" section.

**Campus Concealed Carry:** Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at:

[http://www.southplainscollege.edu/human\\_resources/policy\\_procedure/hhc.php](http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php)

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

**ADA Compliance: Levelland Campus** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance to federal law, a student requesting accommodations must provide acceptable documentation of his/her disability. For more information, call or visit the Disability Services Office in the Student Services Building, 806-716-2577.

**Reese Center and Lubbock Center** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance to federal law, a student requesting accommodations must provide acceptable documentation of his/her disability. For more information, call or visit the Disability Services Office in Rooms 809 and 811, Reese Center Building 8, 806-716-4675.